

# **FAUQUIER COUNTY AIRPORT COMMITTEE**

## **MEETING SUMMARY**

### **REGULAR MEETING**

Monday, October 27, 2003 – 5:30 p.m.  
Warrenton-Fauquier Airport Conference Room

#### **1. Call to Order:**

The Chairman called the meeting of the Fauquier County Airport Committee to order at 5:30 p.m. on 27 October 2003 in the Warrenton-Fauquier Airport Conference Room, Midland, Virginia. In attendance were:

#### **Committee (Voting) Members:**

James W. Van Luven  
Charles M. Medvitz  
Bob Newman

Lee District Representative, Chairman  
Scott District Representative  
Airport Tenant/Owner

Dennis Hunsberger  
Raymond E. Graham

Citizen at Large  
Fauquier County Board of Supervisors  
Cedar Run District

Willis P. Risdon  
Sparky Lewis  
Rick Gerhardt  
Kenneth W. Hyde

Citizen at Large  
Town of Warrenton  
Cedar Run District Representative  
Center District Representative

#### **County Staff:**

Tony Hooper  
Billy Jenkins  
Michael Anderson  
Chrissy Kirby

Assistant County Administrator  
Operations and Support Services  
Acting Airport Manager  
Executive Assistant, County Administration

#### **Staff:**

Mike DeBeau  
Ron Gatewood

Campbell and Paris Engineers  
Midland Development Corporation

#### **Absent:**

Arthur Nash

Marshall District Representative

#### **Visitors:**

Jim Willess  
Rich Dykes  
J. Cornell  
Dutch Rauch  
Ross Dillman  
Dave Fields  
Tom Silberseipe  
Don Rhynolds

**2. Adoption of the Agenda:**

Willis Risdon moved and Dennis Hunsberger seconded a motion to adopt the agenda as presented. The motion was carried unanimously.

**3. Adoption of the Minutes:**

Ray Graham moved and Ken Hyde seconded a motion to adopt the July 28, 2003 meeting minutes. The motion was carried unanimously.

**4. Citizens' Time:**

Tom Silberseipe spoke of recent events that have affected the airport and it's tenants. He expressed his sympathy in the loss of fellow pilots. Mr. Silberseipe spoke of the need for operational procedures for dealing with incidents at the Airport. Mr. Silberseipe commended Mike Anderson for a job well done thus far as the Airport Manager.

Jim Van Luven indicated the committee is in the process of reviewing the Rules, Regulations, and Minimum Standards for the Airport.

Ron Gatewood noted that the Airport is growing and activity levels are increasing; therefore, the Rules, Regulations and Minimum Standards of the Airport need to be enforced.

Don Rhynolds questioned if all ultra lights located at the Airport were insured. Bob Newman responded that he had been researching the availability of insurance for ultra lights; however, he has found only insurance available for ultra lights being used for instruction purposes.

**5. Finance Committee Report:**

Tony Hooper presented the committee with the suggested rate increases to be effective February 1, 2004. Mr. Hooper indicated that according to our lease agreements with current tenants at the Airport, we need to provide ninety (90) days notice prior to a rate increase. The following were the suggested rate increases:

Unit	Old Rate	New Rate
T-Hangar – End	\$ 260.00	\$ 270.00
T-Hangar – Middle	\$ 220.00	\$ 230.00
Condo	\$ 65.00	\$ 70.00

There had been discussion at the Airport Finance/Operations Subcommittee meetings to increase the rate for the tie-down rental fee; however, due to the on-going construction, creating dust and the possibility of movement of aircraft to accommodate these construction efforts, and the inconvenience that this may cause current tenants, it was felt that the rate of the tie-downs would remain at \$65.00 per month.

Bob Newman made a motion to accept the new rates, effective February 1, 2004, and was seconded by Willis Risdon. The committee accepted by unanimous vote.

Both Dennis Hunsberger and Tony Hooper indicated that the 2004-05 Budget would be presented at the next Airport Committee meeting.

Mr. Hooper presented the option, to the Committee, to purchase sewer capacity on the new Airport Sewer Project. Mr. Hooper indicated that fees had been collected from surrounding business owners, who wished to purchase capacity on the new system. There will be an \$18,750.00 tap fee for the Airport to secure capacity on the new sewer system. Chuck Medvitz questioned Mr. Hunsberger if there were available funds in the budget to pay the tap fee. Mr. Hunsberger indicated there were the funds available for the tap fee. There was discussion on exactly what the \$18,750 would cover. Mr. Hooper explained that the \$18,750 was the minimum capacity available, which is 375 gallons per day at the rate of \$50.00 per gallon. Ray Graham suggested that the Committee accept this offer to secure a tap now. Mr. Hooper further explained that, if needed, in the future, the Airport could obtain additional gallons in the next phase of the project.

Dennis Hunsberger made the motion to accept the offer to obtain the necessary sewer capacity on the new system, and Chuck Medvitz seconded the motion. The motion carried by unanimous vote by the Committee.

Mr. Hooper further explained that Phase I of the project should be completed by Spring 2004.

#### **6. Operations Committee Report:**

Bob Newman presented the report from the Airport Operations subcommittee, which is attached. In presenting the review of the report, Mr. Newman requested feedback from flight instructors on the permit proposal. Mr. Newman indicated that the originally proposed fee of \$1,200 was too high. He presented a new fee schedule, to be fair and equitable to small businesses, of \$200.00 per instructor and \$200.00 per aircraft own or leased in conjunction with Independent Flight Instructors. It was further indicated that the businesses would comply with all Fauquier County Business License rules and regulations.

There was discussion of the Airport's long-term vision of having a condo style maintenance, multi-use facility for smaller businesses at the Airport. Further, it was expressed that there needed to be a way to distinguish the difference between owner maintenance and commercial maintenance being performed at the Airport.

Willis Risdon made a motion to adopt the \$200.00 per instructor and \$200.00 per aircraft, as the annual fee for Independent Flight Instruction that was seconded by Ray Graham. By unanimous vote, the motion passed.

Bob Newman polled several owner/operators as to current lease provisions. There was discussion that the current lease was not in layman's terms and tenants had difficulty understanding the lease. It was suggested that the lease be revised to be "reader friendly". Bob Newman is working with committee, to include current Airport tenants, to develop lease that is satisfactory to both Airport tenants and the County Attorney.

The Committee requested that the newly proposed lease be presented, in final format, at the next Airport Committee meeting. The plan is to have the committee approve the new lease and present it to the Board of Supervisors at their December 2003 meeting.

Mr. Newman began the discussion of the Aerobatic Boxes, their locations and boundaries. Mr. Rhynolds expressed the opinion that it was important to keep the boxes. Mr. Rhynolds offered to assist the Committee in any way possible in their review of the Aerobatic Boxes. Dutch Rauch expressed the opinion that the boxes should remain at the Airport; however, radio discipline was essential. Mr. Rauch suggested that there might need to be a change in the current traffic pattern.

Mike Anderson made referenced to the Airport Manager's Report, as attached, with regards to the restrictions placed on hours of operation for the Aerobatic Boxes. The operation of the boxes is suspended from 11:00 a.m. to 1:00 p.m., seven days a week. There are additional changes that are currently being studied.

**7. Update – Airport Manager:**

Mike Anderson presented his report, which is incorporated herein. Mr. Anderson indicated that the maximum gross weight for landing is now 12,500, which is a break-off point between large and small aircraft.

**8. Update – Campbell and Paris:**

Mike DeBeau, Campbell and Paris Engineers, indicated that GEI is on schedule or slightly ahead of schedule on some parts of the project. December 28, 2003 is the expected completion date, weather permitting.

Mr. DeBeau indicated that the grading and seeding would be done in the spring.

The road relocation began last week and VDOT will be contacted for inspection.

**9. Update – Tony Hooper:**

Tony Hooper presented to the Committee the possibility of changing the name of the Airport. Ray Graham had previously made this suggestion, and the Committee felt that due to Ray's absence, this item would be tabled until the next meeting of the Airport Committee.

Mr. Hooper, along with Jim Van Luven and Willis Risdon, attended the Virginia Aviation Board meeting last week. Funding for the AWOS has been secured. Mr. Hooper indicated that the State is stringent on grant monies. The State must see movement towards the completion of a project or they will take back allocated grant monies. Mr. Hooper will continue to work with Campbell and Paris staff in order to assure that all projects continue to move forward in a timely and efficient fashion.

**10. Roundtable:**

Ron Gatewood requested an update on the GPS – Glide Scope system. Sparky Lewis expressed that all insurance issues be addressed at the same time as the new leases are signed. All aircraft must have insurance at the time of the execution of lease agreements. Those aircraft without insurance will not be allowed to be at the Airport.

Jim Van Luven requested discussion regarding the next Airport Committee meeting. Since both the November and December meetings are currently scheduled for holiday weeks, it was the consensus of the committee that the two meetings be combined into one. The Committee chose December 8, 2003 as the next Airport Committee meeting date.

With no further business the meeting adjourned at 7:25 p.m.